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MINUTES OF THE BOARD OF REGENTSMURRAY STATE NORMAL SCHOOL

JUNE 23, 1924.

The Board of Regents of the Murray State Normal School met at 10:00 A. M. in the office of the President of the school, Chairman McHenry Rhoads presiding. Present: McHenry Rhoads, Mrs. Laurine Wells Lovett, Mr. James F. Wilson and Mr. T. H. Stokes. Absent: G. P. Thomas.

Approval of Minutes

The minutes of May 6, 1924 were approved as read. The minutes of May 9, 1924 were corrected by making Mr. Wilson instead of Mr. Stokes custodian of the Bonds of the Treasurer and then approved as corrected. The minutes of June 3d and June 4th were approved as read. The minutes of June 18th, 1924 were corrected by setting forth more in detail the motion of Mr. Thomas relative to women's dormitory, and this correction made an addendee to the minutes of that date. The minutes were approved as corrected.

Communications

A letter was read from Olmsted Brothers, landscape architects, relative to the tentative plans submitted for campus. Letter received and filed.

A letter from Forbes & Company to Joseph & Joseph, Architects, relative to damage to building on account of water in basement of Normal School building was read. Letter received as information.

✓ Notation was made of the fact that the Sinking Fund Commission had approved the application of Dr. Carr to attend National Education Association.

Letter from Governor W. J. Fields read and received as information.

Letter from R. H. Howard relative to the management of student loan fund at Western Kentucky State Normal School read and referred to the Committee on student loan fund.

The Board took a recess from 12:10 P. M. until 1:00 P. M. for luncheon.

The Board reconvened at 1:20 P. M., with the same members present as forenoon.

List of applicants read. Ordered filed.

Report of Committee on Training SchoolREPORT OF JOINT COMMITTEE REUSE OF PUBLIC SCHOOLS BY MURRAY STATENORMAL SCHOOL AS A TRAINING SCHOOL

The joint Committee of the Murray City Board of Education and of the Committee of Board of Regents of the Murray State Normal School has had under consideration the request for the privilege of using the elementary and junior high school for training school purposes. We submit the following report and recommend that the Murray City Board of Education and the Board of Regents of the Murray State Normal School approve our recommendations in detail which are as follows:

✓ 1. That the Murray City Board of Education grant the request for the use of the city schools as a training school in principle but only to the extent set forth below:

a. That the Superintendent of city schools, James H. Hutchinson, be employed as Supervisor of Teacher Training, and that all observation and practice be done in the city schools be under his direction and supervision.

b. That during the time the public schools are in session, he be required to be on duty in connection with the public schools until 3 o'clock P. M. each school day, the time to be devoted to supervision of teachers, students who are observing or practicing and other administrative duties.

c. That the Supervisor of Teacher Training be required to conduct no classes at the Normal School except after 3:00 P. M. on days the public schools are in session, but that he may devote his entire time at Normal School on days when the public schools are not in session.

d. That the Board of Regents pay three fifths of his entire salary, provided the amount to be paid by the Board of Regents during any school year does not exceed \$2400.00 and that the time of his employment be from July 1, 1924 to June 30, 1925.

2. We recommend that the privilege of observation be given in any room of the first six elementary grades and the junior high school on the following conditions:

a. That only such rooms shall be selected as the President of the Normal School and the Superintendent of city schools may agree upon.

b. That the teacher in charge shall give her consent for her class to be used as an observation class.

c. That the number of students observing at any one time shall not over crowd the room.

d. That in addition to the salary paid by City Board of Education the Board of Regents will pay \$25.00 per month to each teacher whose class is used for observation purposes.

3. That the following classes may be used for practice teaching:

a. Such classes as the Board of Regents may wish to maintain on the Normal School grounds, provided no pupils be compelled to attend such classes unless their parents are willing for them to do so, and provided further that the teachers, class rooms, equipment and supplies be provided without expense to the City Board of Education.

b. That two rooms at the city school building may be used for practice purposes on the following conditions:

1. The City Board will elect such teachers as the President of the Normal School nominates and the Board of Regents and the City School Board approves, provided salary of each in excess of \$80.00 per month for nine months shall be paid by Board of Regents, and provided further that each teacher instructs from thirty to forty pupils.

2. That no pupils be required to attend these classes unless their parents are willing for them to do so.

3. That these teachers shall be under the direction of the City Board of Education the same as other teachers of the corps.

4. Additional practice teachers may be provided by mutual agreement of the City Board of Education and the Board of Regents, provided that the Board of Regents is willing to pay one half of each teacher's salary, the amount to be paid by the City Board of Education not to exceed \$80.00 per month for nine months.

5. We recommend that this agreement become effective at the date of opening the public schools in September, 1924, and that it may be terminated at any time by mutual consent, or at the close of any school year by ninety days notice being

given by either the City Board of Education or the Board of Regents of the Murray State Normal School.

Respectfully submitted,

|                         |   |   |
|-------------------------|---|---|
| <u>S. F. Holcomb</u>    | ) | Committee of Board of Education.                                    |
| <u>O. B. Irvan</u>      |   |   |
| <u>J. H. Hutchinson</u> |   |   |
| <u>Ben B. Keys</u>      |   |   |
| <u>J. W. Carr</u>       | ) | Committee of Board of Regents of the<br>Murray State Normal School. |
| <u>T. H. Stokes</u>     |   |   |

Moved by Mr. Wilson, seconded by Mrs. Lovett, That the report be amended as follows:

a. In sub-division (d) in first section which deals with the portion of salary of supervisor of teacher training to be paid by the Board of Regents, strike out the expression, "three fifths of his entire salary, provided the amount to be paid by the Board of Regents during any school year does not exceed \$2400.00" and insert instead "one half of his entire salary, provided the amount to be paid by the Board of Regents during any school year does not exceed \$1800.00"

b. After the last word in sub-division (a) second section add, "and the Board of Regents approve." Carried.

Moved by Mrs. Lovett, seconded by Mr. Wilson, That the report as amended be approved. Carried.

#### Nomination of Members of Faculty

Murray, Kentucky,  
June 23, 1924.

To The Board of Regents of the Murray State Normal School,  
Murray, Kentucky.

Honorable Members:

I recommend the appointment of the following persons as members of the faculty:

Mr. James H. Hutchinson, Supervisor of Teacher Training (part time) \$2400.00 per year, effective July 1, 1924.

Miss Lillian Lee Clark, expression, salary at the rate of \$200.00 per calendar month, effective not later than February 1, 1925, term to expire June 30, 1925.

Miss Bertie Manor, critic teacher, salary \$133.33 per calendar month, effective at beginning of next semester, term to expire June 30, 1925.

Miss Mary Jane Alexander, Physical Education, salary \$166.66 per month, effective at beginning of next semester, term to expire June 30, 1925.

Mr. Francis M. Walters, chemistry, physics and other sciences, salary \$200.00 per calendar month, effective at beginning of fall semester, term to expire June 30, 1925.

Mrs. Emma E. Walters, substitute in English and adviser for women until Miss Moss returns, or her place is permanently filled, salary \$150.00 per calendar month, effective at the beginning of fall semester.

Respectfully submitted,

J. W. Carr,  
President.

Moved by Mr. Stokes, seconded by Mr. Wilson, That James H. Hutchinsón be elected Supervisor of teacher training, salary \$1800.00 per year or \$150.00 per calendar month (part time), effective July 1, 1924, term to end June 30, 1925. Carried.

✓ Moved by Mr. Stokes, seconded by Mrs. Lovett, That Miss Lillian Lee Clark be electe teacher of Expression, salary at rate of \$200.00 per calendar month, effective not later than February 1, 1925, term to expire June 30, 1925. Carried.

Moved by Mr. Wilson, seconded by Mr. Stokes, That Miss Bertie Manor be elected critic teacher, salary at rate of \$133.33 per calendar month, effective at beginning of fall semester, term to end June 30, 1925. Carried.

Action in reference to the election of Mary Jane Alexander was deferred.

The nomination of Francis M. Walters and Mrs. Emma E. Walters was withdrawn.

At this time, Mr. Rhoads withdrew from meeting in order to take train for Bowling Green.

#### Report of President

June 18, 1924.

To the Board of Regents of the Murray State Normal School,  
Murray, Kentucky.

Honorable Members:

I submit herewith my report and recommendations for your confirmation and consideration:

#### Summer Session

✓ The summer session began on time, Monday, June 9th. The enrollment is 320 which is more than twice the number anticipated. Three States are represented --Kentucky, Tennessee and Missouri. There are 17 Counties represented in Kentucky. On the whole there are more experienced teachers than at the previous session.

The large number of students has made it necessary to section several classes. The result is that we are short of teachers and Mr. Smith has been temporarily assigned to class room work until other arrangements can be made.

#### First Annual Commencement and List of Graduates

✓ The exercises of the first annual commencement were carried out in accordance with the published program. We were especially fortunate in having as our commencement speaker the Governor of Kentucky, Honorable William J. Fields.

The following persons having completed the prescribed course of study were graduated in accordance with the rules of this Board and laws governing state normal schools. Each will be granted the Advanced Certificate as soon as it can be properly executed.

Miss Bernice Boughter, Smithland, Livingston County  
Miss Kathleen Boyd, Murray, Calloway County  
Miss Mattie Lou Chambers, Murray, Calloway Count  
Miss Lucille Hicks, Fulton, Route 4, Hickman County  
Miss Floe Imes, Almo, Calloway County  
Miss Roxie Sparkman, Murray, Route 6, Calloway  
Miss Margaret Wooldridge, Hazel, Calloway County.

7 The following persons will complete the course of study during the summer session of 1924 and in accordance with rules of this Board were entitled to appear with the graduating class. Each will be granted the Advanced Certificate when the course for same is fully completed.

Miss Mayme Bagwell, Murray, Route 4, Calloway County  
 Miss Larene Carter, Wingo, Graves County  
 Miss Irene French, Utica, Daviess County  
 Miss Amy Fuqua, Farmington, Graves County  
 Mr. Clarence H. Gentry, Paducah, Route 4, McCracken County  
 Miss Lillian Jones, Benton, Marshall County  
 Miss Julia Shemwell, Benton, Marshall County  
 Miss Lottie Suiter, Murray, Route 4, Calloway County

#### List of Elementary Certificates Granted

Below is given list of persons to whom Elementary Certificates are being granted in accordance with the Rules of this Board and the Acts of the General Assembly relative to State Normal Schools, approved March 20, 1924. These certificates will be issued as soon as the Approval of the State Superintendent of Public Instruction has been obtained.

| Name                       | Kind                              | Length    |
|----------------------------|-----------------------------------|-----------|
| Miss Birdye Adams          | Provisional Elementary, 1st class | Two years |
| Miss Gladys Adams          | " " " "                           | " "       |
| Miss Ellen Adams           | Standard                          | Three "   |
| Miss Estelle Adams         | "                                 | " "       |
| Mr. Cleo Allbritten        | "                                 | " "       |
| Miss Fannie Alderson       | "                                 | " "       |
| Miss Jewel Allen           | Provisional                       | Two "     |
| Mr. Coy Andrews            | "                                 | " "       |
| Miss Clorene Armstrong     | "                                 | " "       |
| Miss Euva Arnett           | Standard                          | Three "   |
| Miss Flora Beane           | Provisional                       | Two "     |
| Miss Clara Beasley         | College                           | " "       |
| Mr. Darrell Belcher        | Standard                          | Three "   |
| Miss Ina Bellew            | "                                 | " "       |
| Miss Linnie Brewer         | "                                 | " "       |
| Miss Eula Bridges          | "                                 | " "       |
| Mr. Lewel Bridges          | Provisional                       | Two "     |
| Mr. Charles Brown          | Standard                          | Three "   |
| Mrs. Dimple Brown          | College                           | Two "     |
| Mr. Fred Brown             | Standard                          | Three "   |
| Miss Lola Brown            | "                                 | " "       |
| Mr. Hughlette Bucy         | Provisional                       | Two "     |
| Miss Bal Chambers          | College                           | " "       |
| Miss Margie Chester        | Standard                          | Three "   |
| Miss Winnie Cherry         | Provisional                       | Two "     |
| Miss Virgie Ruth Childress | Standard                          | Three "   |
| Miss Lila E. Clark         | Provisional                       | Two "     |
| Miss Lucille Cochrum       | College                           | " "       |
| Miss Bobbie Cole           | Provisional                       | " "       |
| Miss Lena Conner           | College                           | " "       |
| Miss Nina Cox              | Provisional                       | " "       |
| Mr. Otis L. Cox            | Standard                          | Three "   |
| Mr. Dewey Crass            | "                                 | " "       |
| Miss Sylvia Crawford       | "                                 | " "       |
| Mr. Dwight Crisp           | College                           | Two "     |
| Mr. George Darnell         | Standard                          | Three "   |
| Miss Sylvia Davidson       | Provisional                       | Two "     |
| Miss Winnie Denham         | College                           | " "       |
| Miss Ethel Dishman         | "                                 | " "       |
| Miss Grace Dobson          | "                                 | " "       |
| Miss Elna Edwards          | "                                 | " "       |
| Miss Myrtle Lue Ellis      | Provisional                       | " "       |
| Miss Annie Falwell         | "                                 | " "       |
| Mr. Duran Fair             | Standard                          | Three "   |
| Miss Geneva Ford           | College                           | Two "     |
| Miss Nell Rue Fuqua        | "                                 | " "       |
| Miss Willie A. Futrelle    | Provisional                       | " "       |
| Miss Alyne Golden          | Standard                          | Three "   |

| Name                         | Kind        | Elementary | Length  |
|------------------------------|-------------|------------|---------|
| Mr. William Grogan           | Standard    |            | Three " |
| Mrs. William Grogan          | College     | "          | Two "   |
| Miss Grace Hargrove          | "           | "          | " "     |
| Miss Laurine Hargrove        | "           | "          | " "     |
| Mr. Wilson Hargrove          | Standard    | "          | Three " |
| Miss Erma Herning            | "           | "          | " "     |
| Miss Aileen Hicks            | Provisional | 1st Class  | Two "   |
| Miss Ardenia Hicks           | "           | " "        | " "     |
| Miss Mary Hicks              | Standard    | "          | Three " |
| Miss Beatrice Hill           | "           | "          | " "     |
| Miss Alline Holland          | "           | "          | " "     |
| Miss Girvis Holland          | Provisional | 2d "       | Two "   |
| Miss Orene Hopkins           | College     | "          | " "     |
| Miss Troy Hopkins            | "           | "          | " "     |
| Miss Ruth Howard             | Provisional | 1st "      | " "     |
| Mr. Tellus Hutchens          | College     | "          | " "     |
| Miss Ilma Inman              | Standard    | "          | Three " |
| Miss Audrey Joiner           | Provisional | 1st "      | Two "   |
| Miss Flossie Jones           | Standard    | "          | Three " |
| Mr. Holman Jones             | Provisional | 1st "      | Two "   |
| Miss Myrtle Jones            | College     | "          | " "     |
| Miss Pauline Jones           | "           | "          | " "     |
| Miss Roxie Jones             | Provisional | 1st "      | " "     |
| Miss Burline Lamb            | College     | "          | " "     |
| Mr. Homer Lassiter           | "           | "          | " "     |
| Miss Ola Lassiter            | Standard    | "          | Three " |
| Mr. Prentice Lassiter        | "           | "          | " "     |
| Miss Reva Lassiter           | Provisional | 2d "       | Two "   |
| Miss Rose Mary Lassiter      | Standard    | "          | Three " |
| Miss Leta Lax                | "           | "          | " "     |
| Miss Edna Lee                | Provisional | 1st "      | Two "   |
| Miss Edith Lovett            | "           | 2d "       | " "     |
| Miss Jewell Lovett           | "           | " "        | " "     |
| Miss Flora Lovins            | "           | " "        | " "     |
| Mr. Otis Lovins              | Standard    | "          | Three " |
| Miss Novella Luter           | Provisional | 1st "      | Two "   |
| Miss Maurine Mabry           | College     | "          | " "     |
| Mr. Varon Mangrum            | Provisional | 1st "      | " "     |
| Mrs. Gayle Harrison Mayfield | Standard    | "          | Three " |
| Mr. Wilson Mayfield          | "           | "          | " "     |
| Mr. Claude Miller            | "           | "          | " "     |
| Mr. Clifton Miller           | Provisional | 1st "      | Two "   |
| Miss Susie Miller            | "           | " "        | " "     |
| Mr. Ott McAtee               | "           | 2d "       | " "     |
| Mr. Hall McCuiston           | College     | "          | " "     |
| Miss Fray McGowen            | "           | "          | " "     |
| Miss Mayme Nix               | Provisional | 1st "      | " "     |
| Mrs. Erlene Nunn             | Standard    | "          | Three " |
| Mr. Joe Nunn                 | Provisional | 1st "      | Two "   |
| Miss Mildred Oliver          | College     | "          | " "     |
| Miss Kate Page               | Standard    | "          | Three " |
| Miss Viola Paschall          | "           | "          | " "     |
| Miss Lida Sue Patterson      | "           | "          | " "     |
| Mr. Warren Patterson         | "           | "          | " "     |
| Miss Frances Peterson        | Provisional | 1st "      | Two "   |
| Miss Ruby Poole              | "           | " "        | " "     |
| Mr. E. B. Rains              | College     | "          | " "     |
| Mr. Lowry A. Rains           | "           | "          | " "     |
| Mr. Waylon Rayburn           | Provisional | 1st "      | " "     |
| Miss Elizabeth Richardson    | College     | "          | " "     |
| Miss Kelpia Richardson       | College     | "          | " "     |
| Miss Eulalah Rickman         | Standard    | "          | Three " |
| Miss Alice Rodgers           | "           | "          | " "     |
| Miss Mae Rodgers             | "           | "          | " "     |
| Miss Susan Russell           | Provisional | 1st "      | Two "   |

| Name                      | Kind        |            | Length      |         |
|---------------------------|-------------|------------|-------------|---------|
| Miss Elaine Salmon        | Standard    | Elementary | Three years |         |
| Mr. Quincy Schruggs,      | Provisional | "          | 2d Class    | Two "   |
| Miss Ruth Shelton         | Standard    | "          |             | Three " |
| Miss Estella Shemwell     | "           | "          |             | " "     |
| Miss Thelma Sparkman      | "           | "          |             | " "     |
| Miss Helen Stone          | College     | "          |             | Two "   |
| Miss Kate Straub          | Standard    | "          |             | Three " |
| Miss Mavis Stubblefield   | Provisional | "          | 1st "       | Two "   |
| Miss Morelle Stubblefield | Standard    | "          |             | Three " |
| Mrs. Elvis Swor           | College     | "          |             | Two "   |
| Mr. Roy Tatum             | Provisional | "          | 2d "        | " "     |
| Miss Lola Tartar          | Standard    | "          |             | Three " |
| Miss Clara Taylor         | "           | "          |             | " "     |
| Miss Ruth Taylor          | "           | "          |             | " "     |
| Miss Bertie Thomas        | "           | "          |             | " "     |
| Mr. Herman Thompson       | Provisional | "          | 2d "        | Two "   |
| Miss Lulye Thompson       | "           | "          | 1st "       | " "     |
| Miss Wilma Thweatt        | College     | "          |             | " "     |
| Miss Blanch Trevathan     | Standard    | "          |             | Three " |
| Miss Pauline Trevathan    | "           | "          |             | " "     |
| Miss Kate Vaughn          | "           | "          |             | " "     |
| Miss Mary Lou Vincent     | "           | "          |             | " "     |
| Mr. Virgil Waggoner       | "           | "          |             | " "     |
| Miss Mary Washam          | College     | "          |             | Two "   |
| Miss Mayla Watkins        | Standard    | "          |             | Three " |
| Miss Neva Watson          | Provisional | "          | 1st "       | Two "   |
| Miss Jane Weaks           | College     | "          |             | " "     |
| Miss Ione Wear            | Standard -  | "          |             | Three " |
| Miss Hazel Wells          | "           | "          |             | " "     |
| Mr. Oren Wells            | "           | "          |             | " "     |
| Miss Clara Wheeler        | "           | "          |             | " "     |
| Miss Mary Whitlock        | Provisional | "          | 1st "       | Two "   |
| Miss Ruth Wilson          | Standard    | "          |             | Three " |
| Mr. Kenton Woodall        | Provisional | "          | 1st "       | Two "   |
| Miss Mary Woolfolk        | Standard    | "          |             | Three " |
| Mrs. M. O. Wrather        | College     | "          |             | Two "   |
| Mr. Claud T. Wright       | Standard    | "          |             | Three " |

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### Summer Training School

In accordance with a resolution adopted at a previous meeting of the Board, the Summer Training School was opened Monday, June 16th, under the general supervision of Mr. James H. Hutchinson, Supervisor of Teacher Training with the following corps of teachers:

Miss Mary S. Mulligan, 7th and 8th grades, at \$200.00 per month for session only.  
 Mrs. Klyde Vaughn, 5th and 6th grades, \$133.33 per month for session only.  
 Miss Bertie Manoel, 1st and 2d grades, \$150.00 per month for session only.  
 Miss Ada T. Higgins, 3d and 4th grades, \$133.33 per month, yearly employment.

In order that the classes might not be unduly crowded, the enrollment per grade was limited to about twelve pupils each. The attendance for first day was as follows:

|             |    |              |    |                |     |
|-------------|----|--------------|----|----------------|-----|
| First grade | 8  | Second grade | 11 | Total for room | 19. |
| Third "     | 10 | Fourth "     | 17 | " " "          | 27. |
| Fifth "     | 7  | Sixth "      | 15 | " " "          | 22. |
| Seventh "   | 11 | Eight "      | 12 | " " "          | 23. |

Total number of pupils for training school, 91.



Miss Mulligan was unavoidably detained at her home at the beginning of the session and Miss Mary Frank Diuguid was placed temporarily in charge as a substitute teacher.

In view of the fact that elementary pupils must enter school for a term of nine months, beginning the first Monday in September, it was not deemed advisable to continue the summer training school more than eight or ten weeks, depending on weather conditions.

I recommend that my action be approved.

#### Student Loan Fund

A number of students have appealed to me at different times for funds with which to continue their studies in the Normal School. These are among the very best students in this school. The members of the faculty and County Superintendent Broach have said to me at different times that no better use could possibly be made of the Norris gift than to use it as a perpetual loan fund for the benefit of deserving students. Such a fund will be a continual blessing to the students of western Kentucky and would be entirely in harmony with the ideas of Mr. Norris.

I, therefore, recommend that the Thomas P. Norris Student Loan Fund be established, and that loans be made to students under such rules as this Board may adopt.

#### Extra Expense on Building

It was necessary to make certain changes in plumbing, electric wiring and general construction in order that the equipment of the chemical and physical laboratories might be properly installed. This matter was taken up with the Normal School Commission, but funds were not available for this purpose. After consulting with three members of this Board, I authorized the changes to be made as set forth in the written proposals of the different contractors for the following amounts:

|   |           |
|---|-----------|
| S. D. Dalbey Electric Co., Paducah, Ky.     | \$124.00✓ |
| Ed. D. Hannan, Plumber " "                  | 471.40✓   |
| Forbes Manufacturing Co., Hopkinsville, Ky. | 427.25✓   |
| Total                                       | 1022.65   |

I recommend that my action be approved.

#### Chautauqua

After consulting with a majority of the members of this Board, I made provision for all students of the Normal School to be given special students season tickets to the chautauqua which was being held in this city. Number of tickets issued was about 500--cost \$300.

I recommend that my action be approved.

#### Positions Accepted by Members of Faculty

With the exception of Mr. Smith and Mr. Filbeck, each member of the faculty filed a written acceptance of the position recently tendered to him.

While neither Mr. Smith nor Mr. Filbeck wish to decline the position tendered, each respectfully requests that the matter of salary be taken up by your honorable Board for further consideration.

#### Additional Teacher for Summer School

I have been unable to properly organize the summer school with the present faculty. I have taken the matter up with the State Educational Department and find that funds may be obtained from the State through the County Board of Education to pay all or a part of salary of one or more teachers. I have asked Mrs. A. D. Butterworth to take this position, salary at the rate of \$150.00 per month, effective tomorrow. In case satisfactory arrangements to pay the salary are not made through the County Board, I recommend that I be authorized to pay her for the remainder of the summer session at rate mentioned.

### Advertising

I have heard more than once that our attendance for next year may not be as large as it has been this year. Of course, I cannot foresee what will happen, but I do believe that we should use due diligence to see to it that the school is properly advertised. We have already made provision for keeping one member of the faculty, Mr. Smith, in the field most of the time until the opening of the fall semester. Of course, we shall use the mail and to some extent the press. It has been suggested that we use the Male Quartet for eight or ten weeks, beginning about August first. The cost would be \$100.00 per week plus transportation and advertising. If the Board thinks well of this form of advertising, I recommend that an appropriation of approximately \$1000.00 be made so that the necessary preparation may be made for sending out the quartet.

### Financial Statement

#### Resources: -

|  |                |
|--|----------------|
| Balance on hand June 1st                 | \$ 6713.52     |
| Receipts from all sources since June 1st | <u>1869.73</u> |
| Total                                    | \$ 8583.25     |

#### Liabilities: -

|  |               |
|--|---------------|
| Bills paid or presented for payment since June 1st | 3631.67       |
| Estimated salary pay roll for June                 | 2940.00       |
| Other estimated expenses and outstanding bills     | <u>900.00</u> |
| Total  | 7471.67       |
| Estimated balance July 1st                         | 1111.58       |

Although we shall have expended more than \$2000.00 for library, instituted the training school, increased staff of the regular faculty, incurred extraordinary expenses on account of commencement, and improvement of grounds, yet it seems that we shall be able to close the year with a small balance. The payment of \$1022.00 indebtedness incurred on account of equipment of new building is not included in the above estimate. This amount should be paid out of next year's budget for which a specific appropriation is made for equipment.

### Library

More than \$2000.00 dollars worth of books have been ordered within the last two months for the library. These books have been received much more rapidly than they could be catalogued and placed on library shelves. There is a part of the work of cataloging books which can be done by untrained persons. I have, therefore, employed the following persons at thirty cents per hour to assist the librarian:

Treva Rogers  
Louise Morton  
Ardenia Hicks

The total amount due these to date is only \$13.20. We also need some temporary assistance in my office to copy records and do other clerical work. In addition to these persons, there are some others capable of doing clerical work in an acceptable manner.

I recommend that my action be approved and that I be authorized to employ such temporary help as necessary at thirty cents per hour.

I find that it will be impossible for the librarian to complete the work of cataloging library in time for which she was employed, two months. I, therefore, recommend that she be retained at least long enough to complete the job. In my opinion it will require about two months more to complete the work.

Respectfully submitted,

J. W. Carr,  
President.

Moved by Mrs. Lovett, seconded by Mr. Wilson, That the report be received and made part of the minutes. Carried.

✓ Moved by Mr. Wilson, seconded by Mrs. Lovett, That the recommendations relative to the summer school be approved. Carried.

Moved by Mrs. Lovett, seconded by Mr. Wilson, That the recommendation in reference to the Thomas P. Norris Student Loan Fund be approved in principle and that Messrs. Wilson, Stokes and Carr be appointed a committee to draw suitable plan for operating loan fund and submit same to the Board for approval. Carried.

Moved by Mr. Wilson, seconded by Mrs. Lovett, That the action of the president in reference to the plumbing, electric wiring and general construction of the normal school building amounting to \$1022.65 be approved. Carried.

Moved by Mrs. Lovett, seconded by Mr. Wilson, That the action of the President in providing tickets to the students to the Chautauqua be approved. Carried.

On invitation, Mr. Ed Filbeck and Mr. E. H. Smith, the members of the faculty who had not accepted the positions tendered to them, appeared before the Board. Each made a statement to the members of the Board in reference to salary. While members of the Board expressed appreciation for the services rendered by each, yet they did not deem it advisable to make any changes in salary before another year, when a salary schedule would be in operation.

✓ Moved by Mrs. Lovett, seconded by Mr. Wilson, That the action of the President in employing extra clerical help be approved, and that he be authorized to employ persons temporarily at thirty cents per hour, provided such employment so far as practical be given to students. Carried.

The recommendation of the President relative to using the Men's Quartet for advertising purposes during part of the summer, was duly considered, but owing to the extraordinary expense incident to beginning the women's dormitory during the next school year, it was found that funds would not be available for this purpose. On motion of Mr. Wilson, seconded by Mrs. Lovett, the President was directed to write to each member of the quartet expressing the regret that funds are not available to employ the quartet at this time. Carried.

✓ Moved by Mrs. Lovett, seconded by Mr. Wilson, That the recommendation of the president relative to the library be approved and that Miss Greenaway be retained as librarian through the month of July. Carried.

Moved by Mr. Wilson, seconded by Mrs. Lovett, That Mr. W.E. Gore, the architect of the Administration building be instructed to advertise in two trade journals and to send notice to a large number of contractors that bids will be received until 10:00 A. M. July 24, 1924 for bids for the construction of the administration building of the Murray State Normal School--all bids to be sent to T. H. Stokes, Vice Chairman of the Board at Murray, Ky. Carried.

Moved by Mr. Wilson, seconded by Mrs. Lovett, That the matter of letting contract for the installation of a large supply case be referred to a committee consisting of Mr. Stokes and Dr. Carr with power. Carried.

Moved by Mrs. Lovett, seconded by Mr. Wilson, That Messrs. Wilson and Stokes be appointed a committee with power to purchase at best terms possible the necessary water pipe and fittings for piping water to the different buildings and to different parts of the campus where it is thought advisable to install fire hydrants or small hydrants for sprinkling purposes. The estimated amount of pipe needed is given below, but the committee was authorized to purchase more or less as they deem advisable.

|                          |
|--------------------------|
| 1000 feet of 4 inch pipe |
| 300 " " 2 " "            |
| 500 " " 1½ " "           |
| 2000 " " 1 " "           |
| 3 fire hydrants          |
| 36 sprinkling hydrants   |

Motion carried.

Moved by Mr. Wilson, seconded by Mrs. Lovett, That it be made a matter of record that the Board of Regents is ready to concrete one half of the street in front of its property on Main Street whenever the city of Murray concretes Main Street from the public square to the western limits of the city. Carried.

Mr. Wilson was authorized to sign a petition to Mayor and Council of the City of Murray signifying willingness of Board of Regents to improve said street in manner indicated above.

Moved by Mr. Wilson, seconded by Mrs. Lovett, That Messrs. Carr and Stokes be appointed a committee to write Olmsted Brothers setting forth the ideas of the Board relative to layout of campus. Carried.

Moved by Mrs. Lovett, seconded by Mr. Wilson, That Mr. Lockett be authorized to draw plans for a sanitary sewer and septic tank, and that the plans when drawn be referred to Mr. Wilson to be submitted by him to the State Board of Health for approval. Carried.

Moved by Mrs. Lovett, seconded by Mr. Wilson, That the Board accept the bid of Howard D. Happy to furnish teachers' desks \$27.00 each and recitation chairs at \$6.25 each f. o. b., Murray, the number and kind of each to be as follows:

|   |                |
|---|----------------|
| 15 Teachers' Desks @ 409, Imperial Desk Company, \$27.00 each | \$ 405.00      |
| 252 Recitation Chairs as per sample, \$6.25 each              | <u>1575.00</u> |
| Total   | \$1980.00 ✓    |

Carried.

Moved by Mr. Wilson, seconded by Mrs. Lovett, That the Board adjourn to meet July 3, 1924 at 9:30 A. M., in the office of the President of the School. Carried.

W. Henry Rhoads  
Chairman

Laurine Wells Lovett  
Secretary